

Proposal Review Committee
January 30, 2014
Statewide Benefits Office
500 W. Loockerman Street
Duncan Building, Ste. 320, Dover, Delaware

Public Session: 10:36 a.m.

The Proposal Review Committee met on January 30, 2014, at the Statewide Benefits Office, Dover, Delaware. The following committee members and guests were present:

Faith Rentz, OMB, Deputy Director, Statewide Benefits
Brenda Lakeman, Director, HR Management and Benefits Administration
Leslie Ramsey, OMB, Human Resources Manager, Statewide Benefits
Durae Johann, OMB, Return-to-Work Coordinator
David Craik, Office of Pensions, Director
Wendy Brown, Department of Health and Social Services
Valerie Watson, Department of Finance
Kimberly Reinagel-Nietubicz, Office of Controller General
Kelly Callahan, Office of the Treasurer
Jenifer Vaughn, Delaware Insurance Department
Amy Quinlan, Administrative Office of the Courts

Introductions/Sign In

Ms. Rentz called the meeting to order at 10:36 a.m.

Approval of Minutes

Ms. Rentz requested a motion to approve of the minutes from the January 9, 2014, meeting of the Proposal Review Committee. A motion was made by Ms. Quinlan and seconded by Ms. Ramsey. The motion was approved with unanimous voice vote.

Discussion of the Short-Term and Long-Term Disability Programs for the Group Health Insurance Program RFP

Ms. Rentz requested a motion to move into Executive Session to discuss the finalists' responses to follow-up questions after the interviews and score their bids. Ms. Ramsey made the motion and it was seconded by Ms. Callahan. The PRC moved into Executive Session at 10:37 a.m.

Upon conclusion of the Executive Session, a request to move back into the Public Session was made by Ms. Watson at 11:50 a.m. and Ms. Brown seconded.

Upon return to the Public Session, Ms. Lakeman read the final tallied scores as submitted by the PRC. The total scores were: The Hartford, 8.94, and Prudential-Sedgwick, 7.92.

Ms. Quinlan made a motion to recommend to the State Employee Benefits Committee a contract to award The Hartford for administration of the Short-Term and Long-Term Disability Programs in accordance with the RFP, bids, and follow-up responses effective July 1, 2014, contingent upon the fulfillment within thirty (30) days of the Technology Terms and Conditions as required by DTI, final

contract, and performance guarantee negotiations. The motion was seconded by Ms. Brown. The recommendation to award was approved by unanimous voice vote.

Adjournment: With no further business, a motion to adjourn was made by Ms. Watson and seconded by Ms. Callahan. Upon unanimous voice approval, the meeting was adjourned at 11:52 a.m. Please note there were no public attendees.

Respectfully submitted,

Laurene M. Eheman

Laurene M. Eheman
RFP and Contract Manager